BELLSOUTH DIRECT CASE WC DOCKET NO. 02-304

EXHIBIT 4

PART 6 OF 6

The Moody's Risk Management Services logo is a registered trademark and FAMAS and FAMAS Encore, FAMAS Passport, Moody's Financial Analyst, Moody's Avanti, Moody's Risk Advisor, and Moody's Benchmark are trademarks of Moody's Investors Service.

Microsoft is a registered trademark and Windows and the Windows logo are trademarks of Microsoft Corporation.

All other products mentioned in this publication are trademarks of their respective owners.



Moody's Risk Management Services

With locations and representation in major U.S. cities and London, Dublin, Sydney, Manila, Mumbai, Kuala Lumpur, Rome and Cyprus.

In the U.S. and Canada, call toll free: 800 321 3278 or 800 523 2627. From Europe, the Middle East and Africa +353 1 492 4259. From other areas call + 1 925 945 1005 or + 1 219 472 5700. SupportLine 866 995 9659

Web: www.MoodysRms.com Email: info@MoodyRms.com

Moody's Financial Analyst Utility Programs
© 2001 Moody's Risk Management Services
All Rights Reserved
Printed in the U.S.A
603.02

•			

TABLE OF CONTENTS

1 ♦	Data loading overview	1-1
	Overview	
	Contacting FAMAS Support	. 1-2
2 ♦	Loading FAMAS <i>Encore</i> customer data into Moody's	
	Financial Analyst	2-1
	Loading customer data into the Moody's Financial Analyst database	. 2-1
3 ♦	Loading FAMAS <i>Encore</i> macro formulas into Moody's Financial	
	Analyst	3-1
	Loading macro data into the Moody's Financial Analyst database	. 3-1

1 ◆ Data loading overview

Overview

Moody's Financial Analyst is the new 32-bit architecture software that replaces FAMAS *Encore*. One significant change of Moody's Financial Analyst is the storage of data in a database instead of separate files (.cst and .dat files). To load your current FAMAS *Encore* customer and macro data into the Moody's Financial Analyst database, use the following applications:

Moody's Financial Analyst Cst Load – Moody's Financial Analyst Cst Load is the application used to load customer data from current FAMAS *Encore* customer files (.cst files) into the Moody's Financial Analyst database. How to use Moody's Financial Analyst Cst Load is detailed in Chapter 2.

Moody's Financial Analyst Macro Load – Moody's Financial Analyst Macro Load is the application used to load macro data from current FAMAS *Encore* macro files (.dat files) into the Moody's Financial Analyst database. How to use Moody's Financial Analyst Macro Load is detailed in Chapter 3.

Contacting Support

If you are having trouble installing or using this application, you can reach the SupportLine at:

Phone: 219-472-5800

Reigate (London): +44 (0) 1737-229912

- or -

Toll Free: 866-995-9659 for 24-hour technical support (*Dial your country's access number first if calling from*

outside North America)

Fax: 219-245-7670

Reigate (London): + 44 (0) 1737-229901

Email: techsupport@moodysrms.com
Web Site: http://www.moodysrms.com/

2 Loading FAMAS *Encore* customer data into Moody's Financial Analyst

Loading customer data into the Moody's Financial Analyst database

FAMAS *Encore* customer data must be loaded into the Moody's Financial Analyst database before it can be accessed by Moody's Financial Analyst.

Any data that is entered in the FAMAS *Encore* Administrator program will need to be manually entered in the Moody's Financial Analyst Administrator program. This includes any security items such as Configurations, Users, and Access Groups. It also includes any Global Divisions you may have added or edited and any Sensitivity Parameters you may have added or edited.

The following procedure details the steps involved in loading data from your current customer files into the Moody's Financial Analyst database.

To load customer data:

1. Click Start | Programs | Moody's Financial Analyst | CSTLoader.



If security is active, the system displays the CSTLoad Security Login dialog box where you must enter a User ID and Password.

The Moody's Financial Analyst Cst Load dialog box displays.

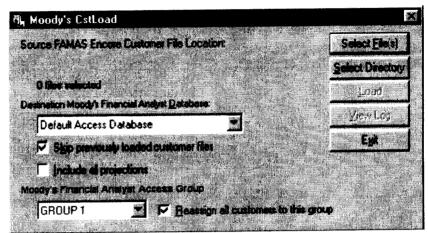


Figure 2-1. Moody's Financial Analyst Cst Load

- 2. Select the destination database for the customer data from the Destination Moody's Financial Analyst Database drop-down menu.
- 3. Click **Select Files** to load individual customer files into Moody's Financial Analyst.

- or -

Click Select Directory to specify a directory and to load all the files in that directory. If you are using the Select Directory option, skip steps 4 and 5 below.

If you clicked **Select Files**, the system displays the following dialog box.

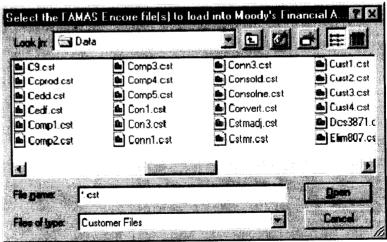


Figure 2-2. Select Customers to load using Select Files option

- 4. Select the drop-down menu of the Look in field, and select the directory where your customer files are located.
- 5. Select the customer to load.

- or -

Select multiple customers to load by pressing the SHIFT key while selecting a range of customers,

– or –

by holding the CTRL key and clicking each customer you want to select.

Note

Generally, you will be able to load several hundred customer files at a time. Depending on the available memory of the computer you are using to perform this procedure, you may be able to load more or fewer customer files.

- 6. Click **Open** (or click **OK** after you select the appropriate directory using the **Select Directory** option). The application returns to the Moody's Financial Analyst Cst Load dialog box with the **Load** button active.
- 7. Select or de-select the 'Skip previously loaded customer files' check box. If you do not skip the previously loaded customer file, two customers with the same name will exist in the database.

Note

When the Moody's Financial Analyst Cst Load application loads customer data into the Moody's Financial Analyst database, it creates a second file with the identical name, but a .f2k extension. For example, when loading data from Broad.cst, Moody's Financial Analyst Cst Load creates an additional Broad.f2k file. The .f2k file is used by Moody's Financial Analyst Cst Load to track which customer's data has been loaded.

When the Skip previously loaded customer files check box is selected, Moody's Cst Load looks in that directory for a Broad.f2k. If the application finds Broad.f2k, it will skip, not re-load, the customer's data.

When the Skip previously loaded customer files check box is deselected, Moody's Financial Analyst Cst Load loads all selected customer data, regardless of whether the data has already been added, and assigns it a different customer ID. Essentially, loading customer data twice results in a duplicate customer in the database.

8. Select or de-select the Include all projections check box.

Note

Because of the potential quantity and size of the long-term and short-term projection files, we recommend that you do not load projections with the FAMAS *Encore* .cst files. Do not select the 'Include all projections' item unless you are certain that you want to load all projection scenarios associated with the selected customers.

9. If security is active, Cst Load displays the Moody's Financial Analyst Access Group field and the 'Reassign all customers to this group' checkbox.

Field/Checkbox

Function

Moody's Financial Analyst Access Group Select an access group from the drop-down list. When you run CSTLoad, customers will be assigned to the access group you select here. The system displays only access groups available to the current user, based on the user's security rights.

Reassign all customers to this group

If you select this checkbox, all FAMAS *Encore* customer files (.cst) will be assigned to the selected Moody's Financial Analyst access group, regardless of the access group the customer files were assigned to in FAMAS *Encore*. This option overrides any previous access group specifications for the .cst files.

- 10. Select **Load**. Once the loading process is complete, the **View Log** button becomes active.
- 11. Select View Log. A file similar to Figure 2-3 displays.

 Notice in Figure 2-3, there are three loading sessions.

 The first session added Broad.cst, and Amcry.cst to the Moody's Financial Analyst database. In the second session, Sample.cst was added, and the application attempted to load Broad.cst, and Amcry.cst, but the log file message reads 'skipped because previously added to Moody's Financial Analyst'. The 'skipped because previously added to Moody's Financial Analyst' message is a result of having the Skip previously loaded customer files check box selected.

In the third session, the Skip previously loaded customer files check box was de-selected. Notice the difference between session 2 and session 3. With the Skip previously loaded customer files check box de-selected, all three previously loaded customers were added again,

not skipped. As noted above, the customer data already in the database is not overwritten or appended; instead, Moody's Financial Analyst Cst Load adds a second customer with a different customer ID, resulting in duplicate customers.

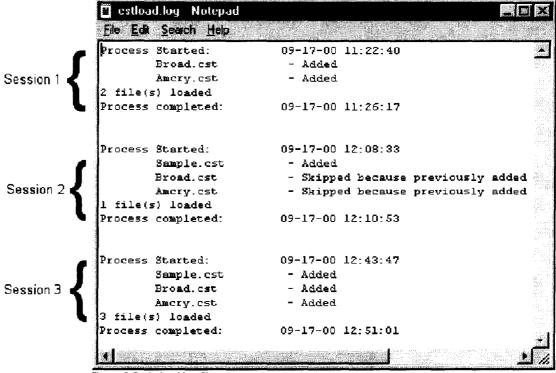


Figure 2-3. Cstload.log file

Note

If you receive an 'Error returned while loading data' message in Cstload.log, please contact FAMAS Support. See Contacting FAMAS Support on page 1-2.

- 12. Close cstload.log.
- 13. Repeat steps 2-10 to load additional customers.



Cstload.log does not need to be viewed each time customer data is loaded. Cstload.log is appended after each loading session for tracking purposes, and stored in the same directory as the original customer files (.cst).

14. Select **Exit** from the Moody's Financial Analyst Cst Load dialog box.

3 ◆ Loading FAMAS *Encore* macro formulas into Moody's Financial Analyst

Loading macro data into the Moody's Financial Analyst database

Moody's Financial Analyst Macro Load is the application used to load data from the current FAMAS *Encore* CTREE database to the Moody's Financial Analyst database.

The system contains the following three sets of macro files:

System macros - Fmacro.dat

Fmacro.idx

Protected macros - Pfmacro.dat

Pfmacro.idx

Unprotected macros - Ufmacro.dat

Ufmacro.idx

To load macro data:

 Click Start | Programs | Moody's Financial Analyst | MacroLoader.



If security is active, the system displays the MacroLoad Security Login dialog box where you must enter a User ID and Password.

The Moody's Financial Analyst Macro Load dialog box displays.



Figure 3-1. Moody's Financial Analyst Macro Load

- 2. Select the model from the Model drop-down menu.
- 3. Click the three dots (browse) from the Source FAMAS Encore Model Path field to select the location of the macros you wish to load. The Select FAMAS Encore model directory dialog box appears.

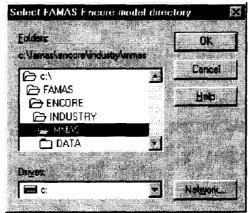


Figure 3-2. Select FAMAS Encore macro database to load

 Select the directory where your macro files are stored. In most cases, they will be in the model directory (i.e., C:\Famas\Encore\Industry\MMAS.)

By selecting the directory where your macros are stored, the system will convert all macros in that directory (i.e., Fmacro.dat, PFmacro.dat, UFmacro.dat).

5. Click **OK**. The application returns to the Moody's Financial Analyst Macro Load dialog box.



3-2

If your macros are located on different servers you will need to repeat the process for each location (i.e. path) until all macros are loaded. The system will not allow you to load more than 99 macros.

- 6. Select or de-select the Skip duplicate macros option. This option is defined as follows:
 - If you select the Skip duplicate macros:
 The system will not add macros having the same name.
 - ◆ If you de-select the Skip duplicate macros: The system will add macros having the same name but will identify them as previously added macros, as you will see in the Macroload.log. The main function of this feature is to ensure that valuable data is not lost. Macros having the same name but different calculations are retained for the system administrator to sort through and delete or save, depending on macro's calculation.
- 7. Select Load. Once the loading process is complete, the View Log button becomes active.
- Select View Log. A file similar to Figure 3-3 appears. (This is just a mock-up sample log. Your macroload.log will most likely include all three types of macros per session.)

Notice the three loading sessions in Figure 3-3.

The first is loaded with the **Skip duplicate macros** box de-selected. Following the list of macros loaded it displays '5 macros loaded' and '0 duplicate macros(s)'. This indicates that this was the first time these macros were loaded.

The second session was loaded with the **Skip duplicate** macros de-selected. Following each loaded macro is the message 'Duplicate'. This signifies, as the log displays, that 5 macros were loaded and duplicated.

The third session, with the Skip duplicate macros selected, displays 'Duplicate Skipped' following each loaded macro. This indicates, as the log shows, that no macros were loaded, because the five macros were previously loaded and thus skipped. If we load another session from the same location with the **Skip duplicate** macros de-selected, it would appear just as in Session 2, except the DUP01 appearing after each macro would become DUP02 (for two duplicates, and so on, in ascending order).

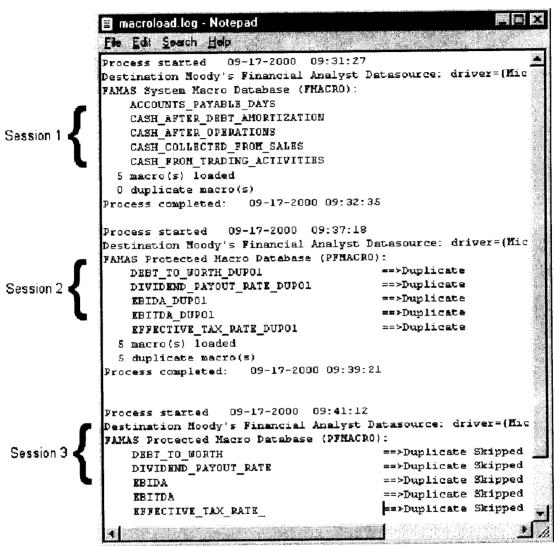


Figure 3-3. Macroload.log

- 9. Close the macroload.log. (The macroload.log is stored in the model directory for your reference.)
- 10. Repeat steps 2-8 to load additional macros.
- 11. Select Exit from the Moody's Financial Analyst Macro Load dialog box.